



**DEPARTMENT OF HEALTH AND SOCIAL SERVICES
DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES
GOVERNOR'S ADVISORY COUNCIL (GAC)
TO THE DIVISION OF DEVELOPMENTAL DISABILITIES SERVICES (DDDS)**

May 18, 2017

The Governor's Advisory Council to the DDDS met on May 18, 2017, at the 1056 Woodbrook Conference Room in Dover.

COUNCIL MEMBERS PRESENT: Terri Hancharick, Chair
Timothy F. Brooks, Ed.D.
Angie Sipple
Gail Womble
Thomas Rust

ABSENT COUNCIL MEMBERS: Susan Pereira

STAFF MEMBERS PRESENT: Jill Rogers
Marie Nonnenmacher, via call
James Dickinson
Lynda Lord
Vicky Gordy, Minutes

GUESTS PRESENT: Carol Kenton, Parent
Gary Cassedy, Easter Seals
Libby Cusack, Parent

CALL TO ORDER: The meeting was called to order at 11 a.m.

APPROVAL OF MINUTES: The April 28, 2017 minutes were approved.

NEXT MEETING: June 15, 2017; 11 a.m. – 1 p.m.

AGENDA-ADDITIONS: DDDS Census Reports

Agenda Subjects

1. Budget Update

a. FY 2018

Staff alignment in need refers to positions given back to OMB to re-deploy or to save funds. Positions are mostly active treatment facilitator (ATF) positions from the Stockley Center that become obsolete as census declines. DDDS is attempting to change ATF positions to certified nurse aide (CNA) positions and not filling vacated ATF positions.

As Stockley Center's census decreases, the need for staff decreases and the positions are falling in two categories; those DDDS wants to reclassify to meet community/fiscal needs and those that are released for other needs in DHSS or the state system. In addition to released positions, DDDS' strategic plan also includes a list of positions needed in future to support oversight assurance and technical assistance capabilities as they build.

GAC member questioned the \$5,600,000 differential between FY17 and FY18. It was explained the difference pertains to the DDDS door opener. Normally, DDDS requests funding via "door openers" for additional graduates, community residential placements, and the year funding as funded the previous year. Due to budget constraints, and having a surplus in ASF funds, DDDS was asked by the Governor to fund the "door openers" utilizing the ASF funds. This is the reason for the difference between FY17 and FY18 funding. DDDS stated throughout the budget process that by using the surplus ASF funds to cover FY18 door openers will result doubling the request for FY19 door openers.

b. Regular monthly updates

GAC discussed how provider direct care staff high turnover rates are related to providers not receiving rate increases due to direct care staff being underpaid. Discussion about how people receiving paid supported employment services continue to be supported during low staffing intervals while people doing volunteer work (or non-paid work) do not receive equal support until staff vacancies are filled. This becomes disruptive to person receiving service in many ways (i.e. getting use to new support person, etc.). DDDS will look for data elements related to prioritizing staffing turnover rate that may assist families in choosing the appropriate provider. The contract is approved for the incident data system that will provide data elements (number of staff per agency, hire date, termination date, etc.) of this type. DDDS will work to bring information back to GAC regarding possible mechanism to ensure provider rate increases support direct support staff salary increases.

DDDS OBCBS will be provide monthly budget updates to GAC to include at June's meeting an educational presentation surrounding the budget process.

2. Lifespan Waiver update

DDDS is working on the final set of questions from CMS related to the Lifespan Waiver. Based on a call with CMS regarding a particular item, it appears that CMS is poised to approve quickly once answers from questions are received and revision to the application are completed. Stacy Watkins, DDDS Director of Life Span Supports to Families has been working on operational issues to ensure cases transition. DDDS continues work with DMMA for an expedited process for Waiver enrollment. Columbus Medical Services was awarded the contract for targeted case management who will be key in DDDS' efforts of planning once people are enrolled in Waiver. Columbus Medical Services will hire 54 community navigators to support approximately 3400 people in non-residential settings. As the transition occurs, DDDS will ensure that case management support will continue by either a case manager or family support specialist.

3. Transition Plan – look behind survey process

Initially, the GAC was to engage in the look behind survey process of provider agencies once all self-assessments were completed. Due to time constraints and scheduling difficulties (75 provider agencies required look behind surveys) this was not possible. It was agreed upon during a past GAC meeting that the GAC would engage in the oversight process of the look behind surveys. The DDDS Office of Quality Improvement (OQI) submitted process, which GAC approved. Community Services teams accompanied the OQI surveyors to conduct onsite reviews. The results of surveys were populated into databases that will be shared during June GAC meeting.

4. Upcoming Projects

a. DDDS Data publication

Marj Shannon has been working on a comprehensive report/presentation regarding DDDS services, population served today, and what the anticipated population may look like in the next 5, 10, to 15 years. The report is currently in a draft form and is expected to be presented to GAC during the July meeting.

5. STAND Training

Lynda Lord, DDDS Director of Professional Services, distributed information surrounding STAND (Stop The Abuse Now Delaware) project. The Delaware Disabilities Council originally funded the project, managed by DDDS, beginning in 2011. The STAND project brings together people with disabilities, professionals, and community members to work toward reducing the risk of victimization for those with disabilities and is taught by self-advocates. STAND trainers will be attending the Pathways Provider Fair in May. STAND is also included in a 40 hour program for law enforcement agents to assist with successful interactions.

In 2016, the STAND trainers taught approximately 60 individuals. Recruiting more self-advocates to become STAND trainers appears to be challenging. Leslie Hailey from the DDDS Office of Professional Development leads the STAND project, who uses her time to provide training opportunities throughout the state. The goal of the STAND project is to transfer to community self-advocates although DDDS continues to be active in leading sessions. DDDS welcomes ideas from GAC in promoting the STAND project. GAC suggested a coordinated communication approach to include utilizing social media if possible. STAND training may be provided as an in-service to provider agencies on a semi-annual basis. The idea of utilizing University of Delaware, Center of Disabilities Studies students, to mentor self-advocates during STAND train the trainer programs was brought to table by GAC Chairperson. This would assist both the self-advocate and the student with learning. Another idea discussed was to present STAND at self-advocacy conferences. How to report incidents should be included in training as well.

6. DDDS Census Reports

The DDDS census for the first quarter of 2017 to include a trend report was distributed and discussed. The trend report requires revisions.

7. Other Business/Announcements

Nicole Lawless will be joining the DDDS Team as Jill Rogers' Executive Secretary beginning June 5, 2017. Vicky Gordy is retiring from state service effective, June 1st.

Due to the announcement of Marie Nonnenmacher's retirement, effective August 1st, DDDS continues to discuss the roles of the new recruit. DDDS is interested and grateful for any feedback the GAC may provide about needs and where gaps may lie within DDDS.

8. Adjournment

Meeting adjourned at 12:13 p.m.